



### **CITY COUNCIL AGENDA**

Tuesday, March 3, 2020 at 7:00 p.m.  
Springfield City Hall  
170 North 3<sup>rd</sup> Street

#### **CALL TO ORDER**

- Public announcement that a copy of the Nebraska Open Meetings Law is posted in the entry to the meeting room
- Roll call – Roy Swenson, Mike Herzog, Mayor Bob Roseland, Kacie Murtha, Dan Craney
- Pledge of Allegiance

#### **CONSENT AGENDA**

*All consent agenda items are approved in one motion unless removed by a Council Member. Removed items will be placed under the Regular Agenda for consideration and action by the Council.*

1. Approve Minutes of the February 18, 2020 Council Meeting
2. Approve Claims and Payroll
3. Authorize the City Treasurer to remit \$7,101,558.06 to the Nebraska Department of Revenue for erroneously reported city sales tax funds from a retailer to the City of Springfield
4. Consider an Application for a Special Designated Liquor License submitted by Sandbar Chapter Ducks Unlimited Inc. for a fundraiser event at the Sarpy County Fairgrounds 4H Building on April 17, 2020, from 5:00 p.m. to 11:59 p.m.
5. Direct staff to advertise for a part-time mower

#### **REGULAR AGENDA**

1. Sarpy County Sheriff's Monthly Service Report
2. **Tabled February 18, 2020.** Consider options presented by the city engineer for city-wide drainage improvements
3. **Continued Discussion.** Consider options for the new restroom facility at City Park

4. Consider a bid from Langfeldt Overhead Door for the installation of a new concession stand window/door at Buffalo Park
5. Rehire Jack Parr as a seasonal maintenance laborer and consider a merit increase
6. Discuss Connie Manzer’s annual review and consider a merit increase

**DEPARTMENT REPORTS**

1. Sewer Department – Roy Swenson
2. Library & Community Building – Michael Herzog
3. Street Department – Kacie Murtha
4. Water & Parks Department – Dan Craney
5. Mayor’s Report – Bob Roseland
6. City Staff Reports

*The Mayor and City Council reserve the right to adjourn into executive session per Section 84-1410 of the Nebraska Revised Statutes.*

**ADJOURNMENT**

**MINUTES**

A regular meeting of the Mayor and Council of the City of Springfield, Nebraska was held at 7:00 o’clock p.m. at City Hall on Tuesday, March 3, 2020. Present were Mayor Bob Roseland; Council Members: Roy Swenson, Michael Herzog, Kacie Murtha, Dan Craney. Notice of this meeting was given in advance by posting in three public places, one of the designated methods of giving notice. Notice of this meeting was given in advance to the Mayor and all Council Members and a copy of their receipt of notice is attached to these Minutes. Availability of the agenda was communicated in the advance notice and in the notice to the Mayor and Council of this meeting. All proceedings hereafter shown were taken while the convened meeting was open to the public. The Mayor publicly stated to all in attendance that a current copy of the Nebraska Open Meetings Act was available for review and indicated the location of such copy posted in the room where the meeting was being held.

**Consent Agenda**

Motion by Herzog, seconded by Swenson, to approve the Consent Agenda. AYES: Swenson, Herzog, Murtha, Craney. NAYS: None. Motion carried.

Claims Payable:

Check #	Account ID	Account Description	Debit	Name
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			<b>Amount</b>	
<b>General</b>				
42814	6084-10-10	Aflac	140.68	Aflac
42875	6084-10-10	Aflac	13.20	Ameritas Life Insurance
42792	6080-10-10	Health Insurance	2,032.05	BlueCross BlueShield
42791	6080-10-10	Health Insurance	127.62	Delta Dental
42826	7230-10-10	Postage/Shipping	77.50	First National Bank
42826	8200-10-10	Misc	213.26	First National Bank
42830	7185-10-10	Lodging	199.90	Holiday Inn
42832	7200-10-10	Dues	50.00	Keep Nebraska Beautiful
42874	8140-10-10	R&M Equip	162.19	Konica Minolta Business Solutions
42833	8140-10-10	R&M Equip	180.98	Konica Minolta Premier Finance
42836	7045-10-10	Prof Svcs-Tech Support	275.00	Massman, Nelson, Reinig
42838	8130-10-10	R&M Building-Gen	6.99	Menards
42843	9010-10-10	Office Equip	3,381.80	Motorola Solutions
42844	7320-10-10	Natural Gas	78.17	MUD
42849	7045-10-10	Prof Svcs-Tech Support	180.00	Network Needs
42876	7330-10-10	Telephone	133.70	NT&T
42850	7010-10-10	Prof Svcs-Engineer	345.32	Olsson Associates
42852	7310-10-10	Electricity	292.56	OPPD
42854	8010-10-10	Office Supplies	6.71	Petty Cash
42854	8030-10-10	Supplies	7.99	Petty Cash
42854	7230-10-10	Postage/Shipping	10.55	Petty Cash
42785	6080-10-10	Health Insurance	88.50	Principal
42858	7046-10-10	Prof Svcs-Building Inspector	2,837.15	Sarpy County Building Inspector
42859	7200-10-10	Dues	800.00	Sarpy County Economic Development
42860	7060-10-10	Animal Control	403.00	Sarpy County Fiscal Administrator
42861	7050-10-10	Law Contract	9,103.00	Sarpy County Treasurer
42863	7020-10-10	Prof Svcs-Legal	3,591.00	Seidler & Seidler
42865	7250-10-10	Publication Costs	100.30	Suburban Newspaper
42870	7280-10-10	Laundry	130.30	Walkers Uniform Rental
<b>Total</b>			<b>24,969.42</b>	
<b>Sales Tax</b>				
42873	9400-15-10	Refund (Received Incorrect Amt)	7,101,558.06	Nebraska Department of Revenue
42850	9171-15-10	City Park	4,125.00	Olsson Associates
42856	9088-15-10	Community Betterment	115.00	Rabon, Michael
<b>Total</b>			<b>7,105,798.06</b>	
<b>Library</b>				
42815	8160-20-10	R&M Grounds	206.01	All Flags
42816	8060-20-10	Books	531.68	Amazon/SYNCB
42875	6084-20-10	Aflac	26.40	Ameritas Life Insurance
42818	8060-20-10	Books	64.94	Baker & Taylor
42792	6080-20-10	Health Insurance	1,273.37	BlueCross BlueShield
42878	7455-20-10	IP Address	55.00	Charter Communications
42791	6080-20-10	Health Insurance	64.28	Delta Dental

42822	8060-20-10	Books	66.80	Diamond Lake Books
42823	8160-20-10	R&M Grounds	584.78	Echo
42828	8060-20-10	Books	193.08	Gardner Media
42829	7205-20-10	Subscriptions	35.00	History Nebraska
42835	8060-20-10	Books	107.70	Lookout Books
42839	8130-20-10	R&M Building	39.95	Menards
42841	8060-20-10	Books	140.33	MicroMarketing
42844	7320-20-10	Natural Gas	167.84	MUD
42876	7330-20-10	Telephone	51.41	NT&T
42852	7320-20-10	Natural Gas	215.76	OPPD
42855	7340-20-10	Waste Disposal	19.00	Premier Waste Solutions
42785	6080-20-10	Health Insurance	105.99	Principal
42862	7480-20-10	Janitorial	200.00	Schmieder, Marcie
<b>Total</b>			<b>4,149.32</b>	
<b>Library Restricted</b>				
42816	8070-21-10	Library Supplies	26.46	Amazon/SYNCB
42819	8070-21-10	Library Supplies	55.55	Brodart Co.
42821	8060-21-10	Books	89.28	Center Point Large Print
42824	7045-21-10	Prof Svcs-Tech Support	40.00	Egis Technologies
42827	8060-21-10	Books	114.64	Gale
42853	9140-21-10	Furnishings	391.52	Pay-less Office Products
<b>Total</b>			<b>717.45</b>	
<b>Park</b>				
42814	6084-30-10	Aflac	52.52	Aflac
42817	8140-30-10	R&M Equip	235.00	B&B Garage
42792	6080-30-10	Health Insurance	1,223.52	BlueCross BlueShield
42791	6080-30-10	Health Insurance	95.48	Delta Dental
42872	9170-15-10	R&M Building	942.50	Langfeldt Overhead Door
42840	8160-30-10	R&M Grounds	97.21	Michael Todd & Company
42852	7310-30-10	Electricity	310.11	OPPD
42855	7340-30-10	Waste Disposal	111.00	Premier Waste Solutions
42785	6080-30-10	Health Insurance	26.89	Principal
42864	8130-30-10	R&M Building	19.98	Springfield Ace Hardware
42870	7290-30-10	Uniform Allowance	28.85	Walkers Uniform Rental
<b>Total</b>			<b>3,143.06</b>	
<b>Community Building</b>				
42825	7480-40-10	Janitorial	230.00	Executive Janitorial Corporation
42844	7320-40-10	Natural Gas	287.85	MUD
42852	7310-40-10	Electricity	140.65	OPPD
42855	7340-40-10	Waste Disposal	42.00	Premier Waste Solutions
42864	8030-40-10	Supplies	48.45	Springfield Ace Hardware
42870	7280-40-10	Laundry	190.20	Walkers Uniform Rental
<b>Total</b>			<b>939.15</b>	

<b>Water</b>				
42814	6084-50-20	Aflac	56.16	Aflac
42875	6084-50-20	Aflac	22.95	Ameritas Life Insurance Corp.
42792	6080-50-20	Health Insurance	1,750.69	BlueCross BlueShield
42791	6080-50-20	Health Insurance	81.65	Delta Dental
42826	7230-50-20	Postage/Shipping	492.65	First National Bank
42834	7180-50-20	Education	200.00	League of Nebraska Municipalities
42842	7420-50-20	Testing	44.81	Midwest Laboratories
42845	8030-50-20	Supplies	733.76	Municipal Supply
42847	7420-50-20	Testing	18.00	NE Public Health Environmental Lab
42848	7180-50-20	Education	150.00	NE Rural Water Association
42876	7330-50-20	Telephone	181.26	NT&T
42850	9090-50-20	New Well	1,474.07	Olsson Associates
42850	9201-50-20	Wellhead Protection Plan	1,578.55	Olsson Associates
42851	7430-50-20	Digger's Hotline	24.60	One Call Concepts
42852	7310-50-20	Electricity	1,237.26	OPPD
42854	7230-50-20	Postage/Shipping	1.80	Petty Cash
42785	6080-50-20	Health Insurance	88.51	Principal
42837	7260-50-20	Printing	333.44	Storey Kenworthy/Matt Parrott
42869	7330-50-20	Telephone	16.08	Verizon Wireless
42870	7290-50-20	Uniform Allowance	31.85	Walkers Uniform Rental
<b>Total</b>			<b>8,518.09</b>	
<b>Sewer</b>				
42814	6084-60-30	Aflac	55.38	Aflac
42875	6084-60-30	Aflac	9.75	Ameritas Life Insurance
42792	6080-60-30	Health Insurance	1,076.78	BlueCross BlueShield
42791	6080-60-30	Health Insurance	64.28	Delta Dental
42826	7230-60-30	Postage/Shipping	492.65	First National Bank
42842	7420-60-30	Testing	470.00	Midwest Laboratories
42852	7310-60-30	Electricity	2,452.33	OPPD
42854	7230-60-30	Postage/Shipping	0.65	Petty Cash
42854	8030-60-30	Supplies	5.79	Petty Cash
42785	6080-60-30	Health Insurance	62.35	Principal
42864	9040-60-30	Tools & Misc Equip	23.07	Springfield Ace Hardware
42837	7260-60-30	Printing	333.43	Storey Kenworthy/Matt Parrott
42868	8030-60-30	Supplies	696.09	USA BlueBook
42869	7330-60-30	Telephone	16.08	Verizon Wireless
42870	7290-60-30	Uniforms Allowance	28.85	Walkers Uniform Rental
<b>Total</b>			<b>5,787.48</b>	
<b>Street</b>				
42814	6084-70-40	Aflac	26.26	Aflac
42792	6080-70-40	Health Insurance	1,903.36	BlueCross BlueShield
42820	8120-70-40	Fuel	151.76	Casey's Business Mastercard
42878	7455-70-40	Internet	96.98	Charter Communications
42791	6080-70-40	Health Insurance	48.21	Delta Dental
42838	9040-70-40	Tools & Misc Equip	77.47	Menards

42838	9060-70-40	Building	1,318.80	Menards
42840	8225-70-40	R&M Street Signs&Posts	2,265.21	Michael Todd & Company
42846	8030-70-40	Supplies	10.99	Mill Creek Auto Parts
42846	8150-70-40	R&M Vehicle	24.96	Mill Creek Auto Parts
42846	8150-70-40	R&M Vehicle	28.42	Mill Creek Auto Parts
42846	8140-70-40	R&M Equip	60.67	Mill Creek Auto Parts
42844	7320-70-40	Natural Gas	531.85	MUD
42876	7330-70-40	Telephone	57.39	NT&T
42850	7010-70-40	Prof Svcs-Engineer	77.00	Olsson Associates
42850	9202-70-40	Drainage Improvements	2,052.50	Olsson Associates
42852	7310-70-40	Electricity	3,267.46	OPPD
42854	7230-70-40	Postage/Shipping	4.35	Petty Cash
42855	7340-70-40	Waste Disposal	42.00	Premier Waste Solutions
42785	6080-70-40	Health Insurance	80.21	Principal
42864	8010-70-40	Office Supplies	11.99	Springfield Ace Hardware
42864	8130-70-40	R&M Building	14.99	Springfield Ace Hardware
42864	9040-70-40	Tools & Misc Equip	26.97	Springfield Ace Hardware
42877	9040-70-40	Tools & Misc Equip	27.98	Tractor Supply
42866	9040-70-40	Tools & Misc Equip	159.48	Uline
42867	8150-70-40	R&M Vehicle	100.00	Ultimate Truck Accessories
42869	7330-70-40	Telephone	16.07	Verizon Wireless
42870	7290-70-40	Uniform Allowance	43.30	Walkers Uniform Rental
42871	8100-70-40	Sand & Gravel	1,902.81	Westover Rock & Sand
<b>Total</b>			<b>14,429.44</b>	
<b>Keno</b>				
42831	9175-80-70	Community Bldg	212.43	Home Depot
42839	9175-80-70	Community Bldg	25.47	Menards
42857	9175-80-70	Community Bldg	53.40	Rainbow Glass & Supply
42864	9175-80-70	Community Bldg	76.30	Springfield Ace Hardware
<b>Total</b>			<b>367.60</b>	
		Payroll	47,618.97	
		VOYA Retirement ER	3,676.69	
		Medical Reimbursement	221.77	
		Water Deposit Refunds	813.44	

**Regular Agenda**

**Agenda Item 1.** Lt. Matt Core reviewed the Sarpy County Sheriff’s monthly service report. Herzog requested that the sheriff’s department monitor 132<sup>nd</sup> Street from Platteview Road north to Hwy 50 for speed and passing violators.

**Agenda Item 2.** Motion by Swenson, seconded by Craney, to table agenda item 2, regarding options for city-wide drainage improvements, until the March 17, 2020, Council meeting. AYES: Swenson, Herzog, Murtha, Craney. NAYS: None. Motion carried.

**Agenda Item 3.** Council reviewed the site plan for the new restroom facility at City Park, confirmed upgrade options and reviewed associated costs. Kathleen Gottsch, City Administrator, discussed project budget and outlined the bid phase process.

**Agenda Item 4.** Motion by Craney, seconded by Swenson, to approve the bid from Langfeldt Overhead Door in the amount of \$1,885.00 for the installation of a new concession stand window at Buffalo Park. AYES: Swenson, Herzog, Murtha, Craney. NAYS: None. Motion carried.

**Agenda Item 5.** Motion by Swenson, seconded by Herzog, to rehire Jack Parr as a seasonal maintenance laborer and to approve a \$.50/hour merit increase. AYES: Swenson, Herzog, Murtha, Craney. NAYS: None. Motion carried.

**Agenda Item 6.** Motion by Craney, seconded by Herzog, to approve a 3% annual merit increase to Connie Manzer, Library Director. AYES: Swenson, Herzog, Murtha, Craney. NAYS: None. Motion carried.

### **Department Reports**

**Agenda Item 1.** Swenson reported that he attended a meeting regarding transportation bus services between Omaha and Lincoln.

**Agenda Item 2.** Herzog reported that the library's chili cook-off was a success. He reported that the library furnace continues to have issues, so a new unit may be necessary. Gottsch reported that the maintenance department has begun painting the lower level restrooms at the Community Building.

**Agenda Item 3.** Murtha reported that the maintenance department patched alleys from winter damage. The new street signs are in and will be installed soon. The street sweeper will be in town this week. Murtha noted that Kent Maystrick Street Commissioner, is obtaining quotes for mudjacking in various locations. Maystrick is also prepping the site for the construction of a new material bay.

**Agenda Item 4.** No Department Report from Craney.

**Agenda Item 5.** Mayor Roseland reminded Council about upcoming events.

**Agenda Item 6.** Gottsch reported that the legion baseball program plans to remove the fence around the batting cage at Buffalo Park. The safety net will remain in place. The fence is being removed because balls are bouncing back and hitting players. Gottsch reminded the Council to let her know their availability for attending the Sarpy County Chamber Grand Giveaway.

### **Adjournment**

Motion by Swenson, seconded by Herzog, to adjourn. AYES: Swenson, Herzog, Murtha, Craney. NAYS: None. Meeting adjourned at 7:35 p.m. Motion carried.

I, the undersigned, City Clerk for the City of Springfield, Nebraska, hereby certify that the foregoing is a true and correct copy of proceedings had and done by the Mayor and Council on March 3, 2020; that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and readily available for public inspection at the office of the City Clerk; that such agenda items were sufficiently descriptive to give the public reasonable notice of the matters to be

considered at the meeting; that such subjects were contained in said agenda for at least twenty-four hours prior to said meeting; that at least one copy of all reproducible material discussed at the meeting was available at the meeting for examination and copying by members of the public; that the said minutes from which the foregoing proceedings have been extracted were in written form and available for public inspection within ten working days and prior to the next convened meeting of said body; that all news media requesting notification concerning meetings of said body were provided advance notification of the time and place of said meeting and the subjects to be discussed at said meeting; and that a current copy of the Nebraska Open Meetings Act was available and accessible to members of the public, posted during such meeting in the room in which such meeting was held.

Kathleen Gottsch  
City Clerk